

STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH
VITAL RECORDS SECTION, CUSTOMER SERVICES
410 CAPITOL AVENUE, MS #11VRS
P.O. BOX 340308
HARTFORD, CT 06134-0308

REQUEST FOR A CERTIFIED COPY OF A BIRTH RECORD FROM THE STATE

FEE: \$30.00 PER COPY. REMIT MONEY ORDER MADE PAYABLE TO: 'TREASURER, STATE OF CT'

PLEASE PRINT

FULL NAME ON CERTIFICATE*:		
FIRST	MIDDLE	LAST NAME
DATE OF BIRTH: / /		PLACE OF BIRTH: TOWN/CITY
MONTH	DAY	YEAR
FATHER'S FULL NAME:		
FIRST	MIDDLE	LAST NAME
MOTHER'S MAIDEN NAME:		
FIRST	MIDDLE	LAST NAME

PERSON MAKING THIS REQUEST:

NAME:		
FIRST	MIDDLE	LAST NAME
ADDRESS: NUMBER/STREET/UNIT #		
TOWN/CITY:	STATE:	ZIP CODE:
TELEPHONE NO:		E-MAIL ADDRESS:
SIGNATURE: X		
RELATION TO PERSON NAMED ON CERTIFICATE:		
REASON FOR MAKING REQUEST:		

CERTIFICATE SIZE:

<input type="checkbox"/> FULL SIZE	<input type="checkbox"/> WALLET SIZE	TOTAL NUMBER OF COPIES:
	The wallet size birth certificate contains less information than the full size certificate. It may not satisfy all proof of identification requirements such as those needed for a passport.	X \$30.00 = \$
NUMBER OF COPIES:	NUMBER OF COPIES:	PLEASE DO NOT MAIL CASH.
		PERSONAL CHECKS ARE <u>NOT</u> ACCEPTED.

Attach a copy of the requester's valid government issued photo ID or passport below:

Or two (2) forms of the following:

- Social security card
- Written verification of identity from employer
- Automobile registration
- Copy of utility bill showing name and address
- Voter's registration card

Please make sure to mail the completed request with the following requirements:

- ☐ Money order made payable to 'Treasurer, State of CT'
- ☐ Current government issued photo ID
- ☐ (If applicable) verification of relationship to the registrant (for example, an individual requesting his/her parent's birth certificate must provide a certified copy of his/her own birth certificate).

*If adopted, please provide your adoptive name and adoptive parents' information.

VS-39BST REV 8/09

*If you had your name legally changed, please provide a copy of the court documents authorizing the name change.